

RIBCHESTER ST. WILFRID'S C OF E PRIMARY SCHOOL

Church Street, Ribchester, Preston, Lancashire. PR3 3XP

Tel: 01254 878300

Email: head@ribchester-st-wilfrids.lancs.sch.uk



15th June 2020

Dear Parents,

Following on from the latest LCC advice for school to start reopening from **Monday 22nd June 2020**, these are the final arrangements for the reopening of school for Reception, Year 1 and Year 6 children.

All year groups will be kept as a 'bubble' to allow as many children as possible to be with their friends but following social distance guidelines as much as possible. This follows the DfE guidance of groups of 15. Year 6 are a cohort of 16 children and if they all return, as a school, we have taken the decision, following our risk assessments that we can accommodate this. This will allow for all children in their year groups to have social times together at playtimes and lunchtime, and access to their class teacher. All year groups will have their own allocated areas of the building and times to access shared areas, which will limit any mixing of groups as much as possible.

School Week:

School will operate for full days on Monday to Thursday. On Friday, school will finish lessons at 12pm / 1pm after lunch. This is so that the cleaners can come in earlier to do a deep clean and be able to leave the school untouched for as many hours as we can over the weekend. Also, this allows staff to have their PPA to organise lessons for the following week, both for the children in school and for those who are still home learning, as the teachers will have one year group in school and one year group still learning at home. I am sure you will appreciate that this will be an essential time that all staff will require. If you are unable to collect your child at this time, then they will be supervised either watching a DVD or they can bring something from home that they can entertain themselves independently with for the remainder of the afternoon.

Arrival and Pick up at School:

Reception children:

- Reception – will be in 1 group of up to 12 children.
 - Calder classroom and EYFS outdoor area
 - No children to move beyond EYFS/KS1 corridor
- Arrival – between 9:00 and 9:15 am. Please do not arrive before 9:00 am as Year 6 will be arriving then.
Pick up – 3:20pm
 - Only 1 entrance is used for children to enter and leave the building – EYFS outdoor area (drop off your child at the blue gate to the outdoor area)
 - Parent to enter the school grounds via the main gate (not side gate), keeping to the right of the playground (wall by the river)
 - Parents to line up in front playground as indicated, keeping 2m apart.
 - Member of staff will allow one parent and child at a time to go round, drop off their child at the blue gate to the outdoor area, and return to front playground and exit the school grounds via the main gate.
 - At the end of the day the children will be brought to the side gate and handed over to their parent (parents to follow the same procedure as in the morning) and leave the school grounds straight away.

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Year 1 children:

- Year 1 – will be in 1 group of up to 7 children.
 - Hodder classroom and infant playground / field
 - No children to move beyond EYFS/KS1 corridor
- Arrival – between 9:00 and 9:15 am. Please do not arrive before 9:00 am as Year 6 will be arriving then.
Pick up – 3:30pm
- Only 1 entrance is used for children to enter and leave the building – EYFS/KS1 classroom back door (drop off your child at the bottom of the steps)
 - Parent to enter the school grounds via the main gate (not side gate), keeping to the right of the playground (wall by the river)
 - Parents to line up in front playground as indicated, keeping 2m apart.
 - Member of staff will allow one parent and child at a time to go round, drop off their child at the bottom of the steps, and return to front playground and exit the school grounds via the main gate.
 - At the end of the day the children will be brought to the side gate and handed over to their parent (parents to follow the same procedure as in the morning) and leave the school grounds straight away.

Year 6 children:

- Year 6 – will be in 1 group of up to 16 children, but each child will have an allocated table in either of the two classrooms.
 - Wyre and Ribble classroom, and infant playground / field
 - No children to move beyond KS2 / office corridor (KS2 girl toilets)
- Arrival – between 8:50 and 9:00 am (no later or they will need to queue up with Reception and Year 1.)
Pick up – 3:40pm
- Only 1 entrance is used for children to enter and leave the building – KS2 back door (drop off your child at the bottom of the steps, if they are not taking themselves round). If they are walking round themselves then just leave at main gate.
 - Parent to enter the school grounds via the main gate (not side gate), keeping to the centre of the playground
 - Parents to line up in front playground as indicated, keeping 2m apart.
 - Member of staff will allow one child at a time to enter the school building and parents to exit the school grounds via the main gate.
 - At the end of the day the children will be brought to the side gate and handed over to their parent (parents to follow the same procedure as in the morning) and leave the school grounds straight away.

Key worker / identified additional needs children (Y2 to Y5):

- Hall and Pendle room, and junior playground / field
- No children to enter EYFS/KS1 or Office corridor
- Arrival – between 8:55 and 9:05 am. Pick up – 3:30pm
- Only 1 entrance is used for children to enter and leave the building – Hall door (drop off your child at the bottom of the slope)
 - Parent to enter the school grounds via the small side gate (not main gate), keeping to the left of the playground

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- Parents to line up in front playground as indicated, keeping 2m apart.
 - Member of staff will allow one child at a time to enter the school building and parents to exit the school grounds via the small side gate.
 - At the end of the day the children will be brought to the hall door and handed over to their parent (parents to follow the same procedure as in the morning) and leave the school grounds straight away.

We ask that parents do not to enter the school building but to telephone or email any messages to school and to ensure distancing from other families when dropping off and picking up children.

We will be asking children to return in their school uniform and encourage parents to wash/change uniform at the end of the day before returning the next day. Summer uniform may be worn.

Lunches:

- Lunch times will be staggered.
- Children and staff will eat their lunch in their allocated classrooms / outdoor area at allocated times:
 - 30 minutes to eat in the allocated classroom (if weather is good option to eat lunch on the school field but at a distance from other groups of children)
 - 30 minutes playtime – welfare staff take over supervision of children.
- School packed lunches will be delivered to children in their classrooms.
- Home packed lunches will be kept on trolleys in the corridors outside their classrooms
- If your child has a picnic blanket/rug, that they can keep in school, they can use these for days when we are able to eat outdoors. Please remind your child that they cannot share their blanket with anyone else.

We do ask that school families adhere to the government guidance outside of the school day so that we can be assured that we are all doing all we can to implement the measures outlined for our safety and to protect the children and staff as they come to school. If we discover that social distancing guidelines have been breached, we may ask you to remove your child from the school so that we can protect both the children and staff who are in school. At this time, we all need to work together to keep everyone safe.

Further information will be sent later this week in preparation for your child returning to school.

If you do have any questions, please do feel free to email me at head@ribchester-st-wilfrids.lancs.sch.uk.

Thanking you in anticipation of your continued support.

Yours sincerely,

Angela Cottam
Headteacher